



Natural Resources Conservation Service  
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October 17, 2007

**PENNSYLVANIA BULLETIN NO. PA 340-8-1**

**SUBJECT. SPA – Reporting CNMPs**

**Purpose. Instructions for reporting CNMPs**

**Expiration Date:** October 1, 2008

**Background.** Guidance for reporting CNMPs has been issued from National Headquarters (NHQ). For each CNMP 100 code added in Toolkit Scheduler, a corresponding pin needs to be dropped.

**Explanation.** The guidance from NHQ states that to report a CNMP as planned is the same as last year (described above) except now there is a “Project Field” in which the “customer folder name/plan name” will be entered. Populating the Project Field is not optional for Pennsylvania. This will save time trying to figure who needs a pin dropped.

In addition, CNMPs planned are NOT to be reported from Protracts. After all required component practices in the CNMP plan have been completed and at least one of these practices was finished in the current fiscal year, the CNMP can be reported as applied.

**Action.** Enter a Project Name for each CNMP dropped for fiscal year 2008.

**Contact.** If you have any questions, contact your Assistant State Conservationist for Field Operations.

/s/ Craig R. Derickson

CRAIG R. DERICKSON  
State Conservationist

Attachments (1)  
Distribution: FO

